

Oregon Army National Guard  
ATTN: FOIA Manager  
1776 Militia Way  
Salem, OR 97301

January 14, 2013

To Whom It May Concern:

Pursuant to the Freedom of Information Act, I hereby request the following documents:

1. any requests for proposals, proposals submitted by vendors, contracts, budgets or cost allocations for the purchase, research of and/or use of aerial drones, UAs, UAVs, and UASs (hereinafter "drones");
2. any policies, guidelines, manuals and/or instructions on institutional use of drones, including on the legal process required (such as a warrant or court order), if any, before operating a drone;
3. any departmental records concerning this institution's use of and/or research of drones now or plans to use drones in the future including:
  - a. the types of investigations or instances in which this department is using or plans to use drones, or how it plans to support, manage or oversee the usage of drones by another department or office;
  - b. policies, guidelines, manuals and/or instructions on storage requirements or procedures for video or static images obtained through use of drones, including retention times;
  - c. the altitude at which drones can or do fly;
  - d. drones' ability to carry weapons.

I also request that, if appropriate, fees be waived as I believe this request is in the public interest. The requested documents will be made available to the general public free of charge as part of the public information service at MuckRock.com, processed by a representative of the news media/press and is made in the process of news gathering and not for commercial usage.

In the event that fees cannot be waived, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I would request your response within ten (10) business days.

Sincerely,

Shawn Musgrave

Filed via MuckRock.com  
E-mail (Preferred): [2505-44753426@requests.muckrock.com](mailto:2505-44753426@requests.muckrock.com)

For mailed responses, please address (see note):  
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PLEASE NOTE the new address as well as the fact that improperly addressed (i.e., with the requester's name rather than MuckRock News) requests might be returned by the USPS as undeliverable.